

# PROFESSIONAL INTERVIEW INTRODUCTION

Goal: Pick 4-5 words that describe you or your experiences. You can also think of your own.

## Professional Words

|              |               |           |             |            |
|--------------|---------------|-----------|-------------|------------|
| Enthusiastic | Patient       | Flexible  | Motivated   | Maintained |
| Curious      | Evaluated     | Creative  | Trained     | Educated   |
| Leadership   | Independent   | Assertive | Supervised  | Succeeded  |
| Dedicated    | Team-oriented | Driven    | Facilitated | Organized  |

Task: Use the words you chose or created to begin describing yourself and your career goals.

Hi my name is \_\_\_\_\_, and I currently go to Tallahassee State College. I am completing a \_\_\_\_\_ degree, and studying \_\_\_\_\_. Once I graduate I hope to work as/in \_\_\_\_\_.

I have experience in \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_. I also really value/am interested in \_\_\_\_\_.

\_\_\_\_\_ which is why I'm so excited about this opportunity with \_\_\_\_\_.

Tips: be personable, be concise, and make it your own!

# PROFESSIONAL INTERVIEW INTRODUCTION EXAMPLE

Goal: Pick 4-5 words that describe you or your experiences. You can also think of your own.

## Professional Words

|              |               |           |             |            |
|--------------|---------------|-----------|-------------|------------|
| Enthusiastic | Patient       | Flexible  | Motivated   | Maintained |
| Curious      | Evaluated     | Creative  | Trained     | Educated   |
| Leadership   | Independent   | Assertive | Supervised  | Succeeded  |
| Dedicated    | Team-oriented | Driven    | Facilitated | Organized  |

Task: Use the words you chose or created to begin describing yourself and your career goals.

Hi my name is Eddie Eagle, and I currently go to Tallahassee State College. I am completing a Business Associates degree, and studying Administration. Once I graduate I hope to work as/in Administrative Assistant. I have experience in managment, customer service, and healthcare settings. I also really value/am interested in working for a healthcare agency that supports the Tallahassee community. In the last two years, I have worked hard at Tallahassee Senior Center to build the skills needed to navigate healthcare agencies and successfully support both staff and patients, which is why I'm so excited about this opportunity with Capital Regional Medical Center.

Tips: be personable, be concise, and make it your own!